

# Hutchinson Event Center Rental Rates

## Great Room

**Seating up to 525 dinner or 1,100 theatre**

Monday - Thursday	\$350
Friday, Saturday, Holidays	\$700
Sunday	\$475
Linen Service Fee	\$95
Wedding/Quinceanara	\$2,500

## Half Great Room - 3M Room

**Seating up to 200 dinner or 300 theatre**

Monday - Thursday	\$190
Friday, Saturday, Holidays	\$450
Sunday	\$300
Linen Service Fee	\$50
Wedding/Quinceanara	\$1,600

## Quarter Great Room

**Seating up to 100 dinner or 125 theatre**

Hutchinson Telephone or AmericInn Room

Monday - Thursday	\$95
Friday, Saturday, Holidays	\$225
Sunday	\$175
Linen Service Fee	\$20

## Meeting Room

Ambassador Westlund McCormick

<b>Seating for Theatre</b>	<b>40</b>	<b>30</b>	<b>35</b>	\$20/hour (2 hr. minimum) \$90 day
<b>Seating for Classroom</b>	<b>24</b>	<b>24</b>	<b>24</b>	Minimum Linen Service Fee \$10

## Program Room

Hoefer Cashwise MidCountry Stearns

<b>Seating for Theatre</b>	<b>30</b>	<b>100</b>	<b>15</b>	<b>15</b>	\$20/hour (2 hour minimum) (Cashwise room \$40/hour-\$90/ day M-TH-\$125 day weekend)
<b>Seating for Classroom</b>	<b>24</b>	<b>50</b>	<b>N/A</b>	<b>N/A</b>	Minimum Linen Service Fee \$10

<b>LCD Projector 3500 Lumen</b>	\$300/day	<b>Security*</b>	\$57/hour
<b>LCD Projector 1100 Lumen</b>	\$100/day	<b>Refundable Damage Deposit</b>	\$300/event
<b>Front/Rear Truss Screen 9x12</b>	\$83/\$117/day	<b>White Board/Stand 4x6</b>	No fee
<b>Wireless Microphone</b>	\$35/day	<b>White Board/Stand 3x4</b>	No fee
<b>Podium w/Microphone</b>	\$35/day	<b>Coffee</b>	\$15 for 30 cups
<b>TV &amp; VCR – Lap top</b>	\$30/day	<b>(HEC non-catered events)</b>	\$20 for 50 cups
<b>Overhead Projector</b>	\$27/day	<b>Food Beverage Fee</b>	\$80 or \$50 day
<b>Slide Projector</b>	\$27/day	<b>Tripod Screen 8 ft.</b>	\$15/day
<b>Piano</b>	\$30/day	<b>Tripod Screen 6 ft.</b>	\$10/day
<b>VCR/DVD/ CD player or Cassette</b>	\$20/day	<b>China/Flatware</b>	\$1 plus caterer fee
<b>Podium</b>	No fee	<b>Draper Easels</b>	\$5/day
<b>Internet Connection</b>	No fee	<b>Speaker Phone</b>	\$20/day

**Note: Special Audio Video package pricing is available.**

\*Rates are subject to change.

\***SECURITY:** For events with alcohol, we require at least one Hutchinson police officer on duty until the end of the event (minimum of 4 hours). For groups of 250 or more, a second officer may be required for the final 4 hours of the event. The fee for each officer is \$57/hour. (Please refer to "Rental Policy") rates RVSD 10/4/2017